



Introduction To Arizona's Self-Assessment For NCLB Programs

The “No Child Left Behind Act of 2001” requires that states carry out monitoring and evaluation activities of Local Education Agencies (LEAs) that receive Title I funds to determine the effectiveness of educational programs in meeting the needs of at-risk students. Effectiveness of educational programs is viewed as:

- Procedural compliance with state and federal requirements; and
- Ensuring quality programs that help all students meet or exceed Arizona's academic standards.



Purpose

The Arizona Department of Education, Academic Achievement Division (ADE/AAD), developed this six-year self-assessment process to provide guidance to LEAs in the development and implementation of educational programs, the ability to assess the integrity and quality of their programs, and to identify areas in which technical assistance may be needed. The monitoring process is divided into a 6-year cycle with different programs reviewed each year. LEAs, including traditional public school LEAs and charter schools, will be involved in the self-assessment process each year of the 6-year cycle.



Overview of the self-assessment process

The self-assessment tool is easy to use. With it, LEAs are asked to examine multiple aspects of their programs to determine compliance with the requirements of the law. All LEAs that receive Title I funds are included in the 6-year cycle. At the beginning of each school year every LEA on the monitoring schedule will receive a packet of information including:

- ✓ A letter specifying the cycle of the LEA and instructions for completing the self-assessment;
- ✓ A Statement of Assurance verifying that the submitted information is correct and accurate;
- ✓ Checklists and/or worksheets for schools and the LEA to complete;
- ✓ A Compliance Activities Worksheet to describe any deficiencies found by the LEA, actions to correct those deficiencies, and a section to request technical assistance from the ADE; and
- ✓ A timeline for completing the checklists and for returning the information to ADE.

A team of LEA personnel who work with and administer the respective programs should complete the review. The team should look at each item carefully and honestly before making

a compliance call. This self-assessment process is designed as a helpful tool for the teams to use in determining if there are areas in need of improvement. For each requirement listed, indicate if the item is in compliance. If the item is marked “in compliance” ensure that there is evidence in place and where the evidence can be found. This evidence may be requested during an on-site visit. If the requirement is marked “out of compliance” complete the Compliance Activities Worksheet (CAW). All items on the CAW should be corrected by the required timeline unless technical assistance is requested. N/A may be used if the requirement(s) does not apply. Send all the requested information to ADE/AAD by the date listed in the packet.



Goals and Expectations

It is expected that each LEA use the tools provided in this packet to conduct a review of their policies and procedures and programs regularly to ensure all requirements are in place, funds are used appropriately and programs and services for students are evaluated and improved, as needed resulting in:

1. Improved student achievement in meeting the Arizona academic standards;
2. Highly qualified teachers;
3. High quality instructional paraprofessionals;
4. Principals and other instructional leaders able to help teachers teach and students learn;
5. Quality instructional programs and services for all children;
6. Meaningful parent involvement; and
7. Coordination of programs and services to meet the needs of all students.



On-Site Monitoring Visits - Cycle 4

LEAs in Cycle 4 will receive an on-site visit by a team of ADE staff. The ADE team will complete an On-Site Protocol with the LEA personnel. All of the NCLB programs will be reviewed at this time and the ADE team may request to see the evidence used to determine compliance in the self-assessment process.



On going monitoring of NCLB programs

In addition to the self-assessment and the on-site review, ADE/AAD monitors NCLB and state requirements continuously by:

1. Reviewing and approving the LEA Consolidated Plan and annual revisions.
2. Reviewing and approving fiscal applications, amendments and completion reports.
3. Reviewing Circular A-133 financial audit reports.
4. Reviewing Consolidated Reports.
5. Reviewing and analyzing data from AYP, AZ Learns, and MAP.
6. Reviewing school improvement plans.